



## **GOVERNMENT OF THE DISTRICT OF COLUMBIA OFFICE OF POLICE COMPLAINTS**

### **Public Affairs Internship Program Summer 2010**

The Office of Police Complaints (OPC) is seeking a creative and motivated student for its public affairs internship. OPC is an independent District of Columbia agency that receives, investigates and resolves police misconduct complaints filed by the public against officers of the Metropolitan Police Department and the D.C. Housing Authority Police Department.

The public affairs internship offers applicants an excellent opportunity to develop valuable skills in public relations and communications, while becoming familiar with the growing field of police oversight. The intern will assist the public affairs specialist with a variety of projects, including but not limited to: establishing media contacts and promoting news coverage of OPC's work, assisting and participating in community outreach events, drafting news releases, writing content for the agency's website, and responding to D.C. Freedom of Information Act requests.

The internship is a paid position and candidates must commit to working at least 40 hours per week to be considered for the program.

Interested candidates should possess a demonstrated knowledge of public and media relations; strong writing, editing and research skills; excellent organizational and interpersonal communications skills; be detail-oriented; a team-player; and able to multi-task. Bilingual skills are desirable, but not required.

#### **Qualifications:**

- Undergraduate or graduate student pursuing a degree in communications, public affairs, public relations or related field.

#### **Application Deadline:**

Please submit a cover letter, resume and writing sample by **May 10, 2010**.

#### **All materials may be mailed, faxed or emailed to:**

Stephanie Banks, Administrative Officer  
Public Affairs Internship Program  
Office of Police Complaints  
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Washington, DC 20005  
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